MEMORANDUM FOR: Director of Logistics

SUBJECT : Increase in Personnel Ceiling

l. Attached is a copy of a memorandum to the Director of Personnel authorizing an increase in the Agency personnel ceiling of ____positions to provide for the transfer of the GPO-State Service Printing Plant. This increase is to be used exclusively to take care of the transfer of the GPO Plant personnel, and none of the positions are to be distributed elsewhere in the Office of Logistics.

2. It is noted that the strength of the GPO Plant at the time of the transfer was _______ vacancies. Before any action is taken to fill any of these vacancies, justification should be submitted to this Office supporting the need. In submitting the justification please indicate what the average strength of this Plant has been during the past year. I would also like to have a report on the savings we are going to realize as a result of this transfer. As you know, one of our arguments all along has been that we could save money by this consolidation.

L. K. WHITE Deputy Director (Support)

Attachment

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